

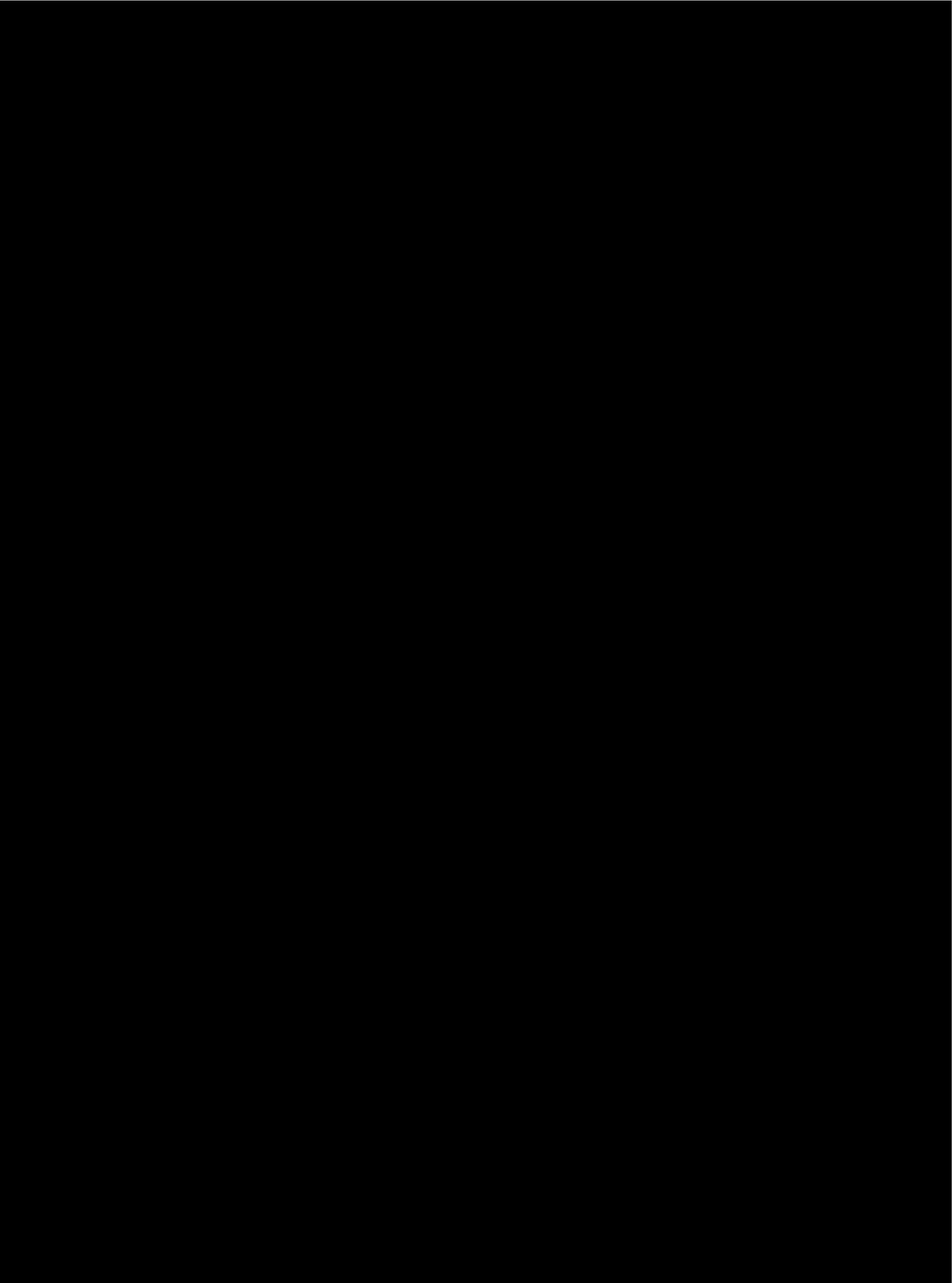
**EXHIBIT 80 TO  
HARVEY DECLARATION  
REDACTED VERSION**

# Further Refinement of Curriculum

Version 1.3 7/14/06

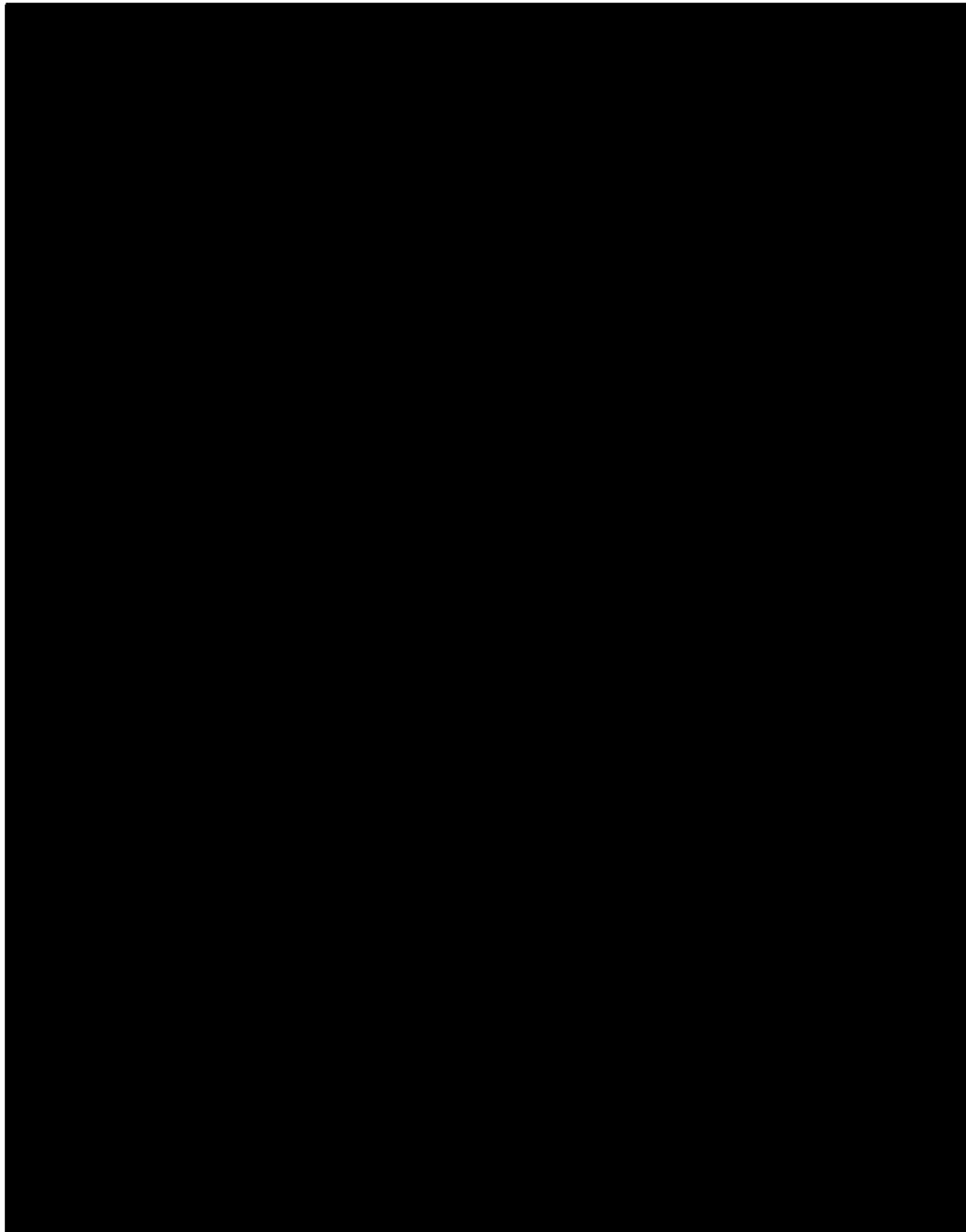
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# General Categories Covered

- **Google-Staffing** Overview, ATS, etc.
- **Technology-Operating Systems**, Languages, etc.
- **Strategy-Boolean**, Networking, etc.
- **Processes-ATS**, Documents used, etc.
- **Staffing/HR**-Types of Recruiters, Positions in Recruiting, Etiquette, etc.
- **Candidate Development**-Cold calling, Screening, etc.

## Topics by Category

| Google | Tech/Industry | Process | Strategies/Search | HR/Staffing | Candidate Development |
|--------|---------------|---------|-------------------|-------------|-----------------------|
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topics are still a work in progress

## Under the category of HR/Staffing:

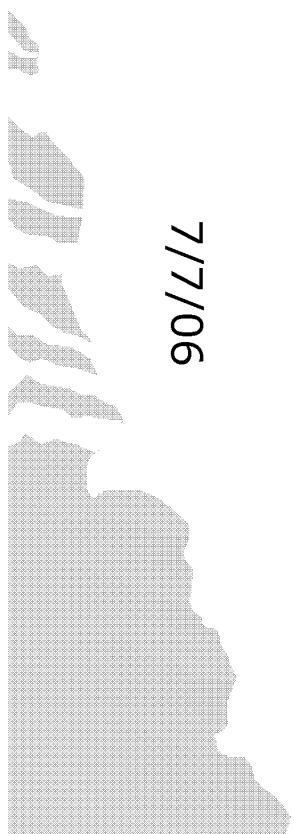
The following two slideshows will cover the lesson plans for these two topics:

- a) Types of Recruiters
- b) Positions in Recruiting

# Types Of Recruiters

Version 1.0

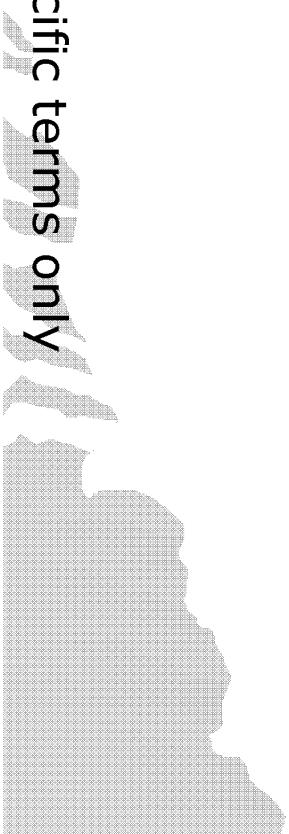
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## Types

- 1) Corporate/Internal
- 2) Contract Agency
- 3) Contingency Agency
- 4) Retainer Agency
- 5) Individual Recruiter (1099)
- 6) Researcher

Note: U.S. specific terms only

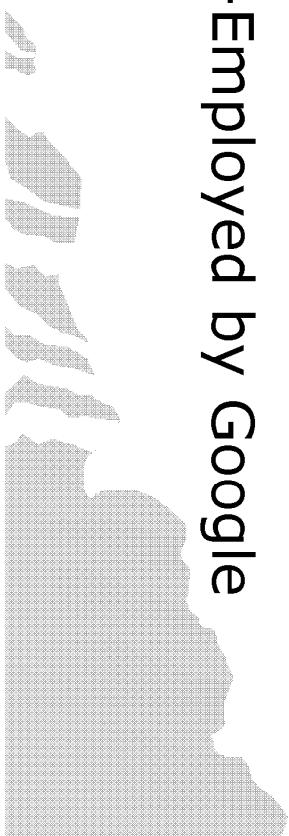


# Corporate/Internal Recruiting

- ◆ An Internal Recruiter generally works in the HR department of a company

## Google's Corporate Structure:

- ◆ 1099s-only a few
- ◆ Contractors/Temps-Employed by a co-employment service (WFL)
- ◆ Full-time regulars (FTR)-Employed by Google



# Contract Agency

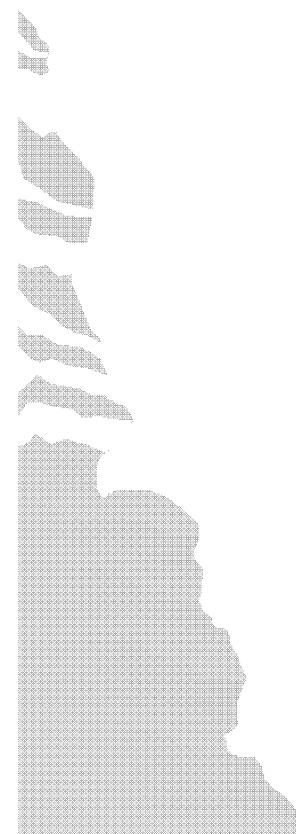
- ◆ A Contract Agency distribute their employees to a corporation for the company's temporary hiring needs
- ◆ A corporation pays the employee a regular pay in addition to a mark-up fee charged by a Contract Agency
- ◆ The employee is employed through the Contract Agency, who pays all wages, taxes, insurance and benefits.
- ◆ The corporation pays a premium hourly rate for the employee

# Contingency Agency

- ◆ A Contingency Agency performs an employee search for a company on a contingency basis, meaning the Contingent recruiter only receives payment when the candidate is hired
- ◆ A Company pays a Contingency Agency either a flat fee or a percentage of the hired employee's base salary
- ◆ The Contingent recruiter is responsible for the initial recruiting, screening and interviewing

# Retainer Agency

- ◆ A Retainer Agency networks with higher-level executives
- ◆ These Agencies are generally selected based on their merit of finding higher-level executives
- ◆ The Retainer Agency is paid an up-front fee by a company to perform a specific candidate search
- ◆ The remaining amount of what the Agency charges a company is due upon a successful hire



## Container Agency

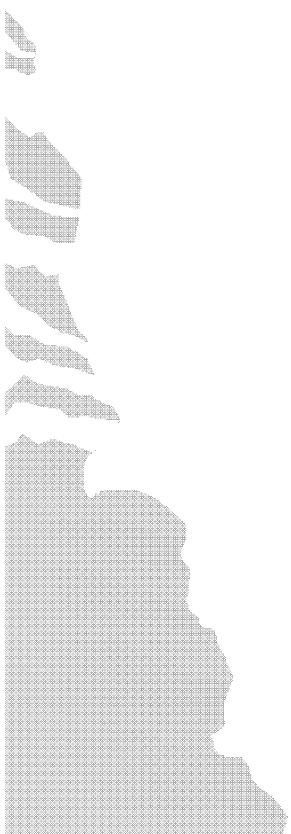
- ◆ A Container Recruiting Agency is a combines both features of a Retainer and a Contingency Agency

- ◆ In this, a Container Agency charges a company an upfront fee for a more personal candidate search, but don't limit their search to just higher-level executives

# Individual Recruiter(1099)

- ◆ An Individual Recruiter, or a 1099 operates as an independent business, in that they pay their own taxes and obtain their own benefits

- ◆ A 1099 is paid directly by the corporation for their services

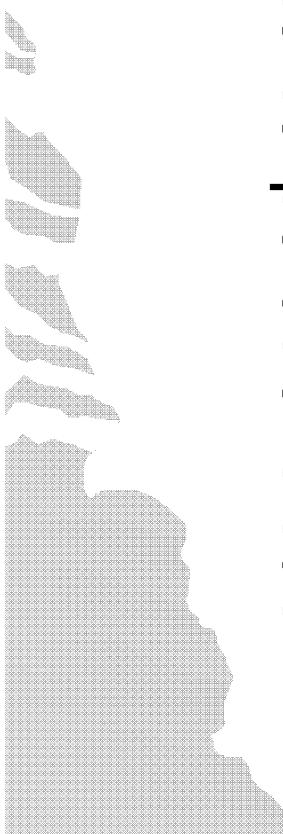


# Researcher

- ◆ A Researcher finds relevant names and telephone numbers of higher level employees working for a corporation

- ◆ They charge other companies a set fee for each contact that they find and sell

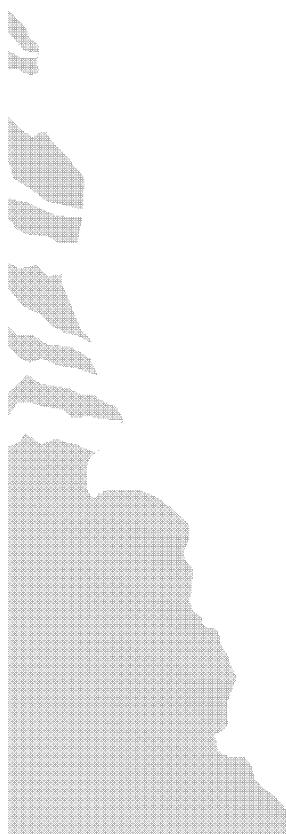
- ◆ A Researcher also sell profiles of and other pre-negotiated data to corporations such as a resume



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END  
Q&A



# Positions in Recruiting

7/7/06 Version 1.0

## Positions

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- 1) Resume Screener
- 2) Data Miner
- 3) Candidate Developer
- 4) Sourcer
- 5) Recruiter

## Resume screener

- A Resume screener searches resumes of active candidates in ATS (Tend to work for the tech-side of Google)
- They partner with staffing recruiters and hiring managers to define skill sets in an applicant
- A screener also finds potential candidates through internal postings, external online postings, and networking and referral sources
- A screener's job includes a lot of data gathering, analysis, management and retrieval.

## Data miners

- A Data miner is responsible for finding names of people and their current job positions, etc. (passive candidates/leads) and filter them into a database

- Methods of identifying patterns:

- Association
- Sequence
- Classification
- Clustering
- Forecasting

## Candidate developers

- A Candidate developer analyzes both the raw data from data miners and the resumes from a Screener
- The developer contacts potential Google candidates via e-mail and/or telephone
- Candidate developers are generally are contractors with a sales background

## Sourcer

- A Sourcer essentially finds qualified and interested candidates for a specific position within a company
- Their functions include sourcing passive candidates through networking, cold calling, complex internet searches, and research
- A Sourcer's resources include on-line databases, contact lists, internal databases (ATS), and employee referrals

## Recruiters

- Recruiters evaluate the skill level of a candidate, manage the offer process, offer letter generation, and offer acceptance
- Negotiate offer packages in a hiring committee
- Compile and update reports for job openings, and hires/post-hire summaries for hiring managers.
- A Recruiter's most important job is to convince a candidate to take up a job position

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